

Protocols for Classroom Materials

For Elementary and Secondary



Sharing of classroom materials should be limited, but it is expected that students will handle books, paper, and other materials during class time. Educators should adhere to the following guidelines regarding learning materials:

- Identify and remove shared materials that are not necessary for day-to-day teaching and learning in this modified model of delivery (e.g. staplers, hole punches, etc.).
- Shared objects: Use of shared objects (for example, gym or physical education equipment, art supplies, toys, games) should be limited when possible but can be used by students in the same cohort. If shared equipment is used, the following IPAC measures should be in place – shared equipment should be disinfected regularly, students should practice proper hand hygiene before and after using shared equipment, and physical distancing measures should be followed.
- Paper can be exchanged between teacher and student(s) in their cohort – ensure proper hand hygiene at regular intervals, and where appropriate, collect paper by having students place them in a bin using proper distancing.
 - In classrooms grade 4 and up, digital submission of work is encouraged wherever possible
 - For items shared between cohorts that cannot be cleaned in between such as text books or library books - waiting the 72 hours to handle.
- Students may bring backpacks to school to carry lunch kits, water bottles, spare clothes, etc. but these must be properly spaced apart so that students are distancing when accessing materials.
- Limit materials brought into the classroom by students to necessary items only – lunch kits, pencil boxes, water bottles, binders, devices (if applicable). All items should be easy to clean and encourage students to take items home to be cleaned often.
- Classroom libraries may be used but focus on proper hand hygiene prior to students handling and choosing books. For example, two students at a time can wash their hands and go and select a book – this maintains spacing and good hygiene practices. Returned books can sit in a bin for 72 hours before returning to circulation.
- “Community” items are common in classrooms – a jar of pencils, scissors, or a box of markers or glue sticks. These common items should be distributed directly to students or have them bring their own. Students should not be taking items from a communal source.
- During indoor recesses, students should have access to resources/activities that they can use independently to ensure physical distancing. Books, paper and pencil activities or other activities

that can be used alone should be provided to students at the beginning of the year. Items can remain in the student's desk for a duration of time then rotated following appropriate sanitizing practices.

- If students come to an easel or SmartBoard to demonstrate learning, provide a clean marker/SmartPen for each student ensure cleaning between student use